



PHILIP L. BROWNING
Director

FESIA A. DAVENPORT
Chief Deputy Director

County of Los Angeles DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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Board of Supervisors

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

March 03, 2015

14 March 3, 2015

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012


PATRICK OZAWA
ACTING EXECUTIVE OFFICER

Dear Supervisors:

RECOMMENDATION TO APPROVE AMENDMENTS TO THE CHILD CARE STAFFING SERVICES CONTRACT NUMBER 77925 WITH THE MEXICAN AMERICAN OPPORTUNITY FOUNDATION (ALL SUPERVISORAL DISTRICTS) (3 VOTES)

SUBJECT

The Department of Children and Family Services (DCFS) seeks approval of amendments to the Child Care Staffing Services (CCSS), Contract Number 77925, with Mexican American Opportunity Foundation (MAOF) to extend the term of the contract for nine months and to change the staffing provisions. These changes will be funded by the CCSS nine months budget allocation of \$1,964,125.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Director of DCFS, or his designee, to execute the attached Amendment Number Two (Attachment A) to the CCSS, Contract Number 77925 extending the term of the contract for nine months, effective March 20, 2015, through December 31, 2015, to develop a new solicitation. The cost of the nine months extension is \$1,964,125, financed using 36 percent, Federal funds, 33 percent State funds, and 31 percent net County cost (NCC). Funding is included in the Department's Fiscal Year (FY) 2014-15 Adopted Budget and in the FY 2015-16 Proposed Budget.
2. Delegate authority to the Director of DCFS, or his designee, to execute, upon CDSS' approval of DCFS' staffing plan for a Child Day Care license application, an amendment similar to the attached Amendment Number Three (Attachment B) to the CCSS Contract Number 77925 changing the staffing provisions to meet California Department of Social services (CDSS) licensing requirements for a Child Day Care license.

3. Delegate authority to the Director of DCFS, or his designee, to execute future amendments to the contract to change contract terms and conditions, if necessary, to change staffing plan and provisions if CDSS does not grant licensure, and to accommodate unanticipated changes in service needs and increase or decrease the maximum annual contract sum as needed to respond to fluctuations in children needing child care services provided that: (a) sufficient funding is available; (b) prior County Counsel approval is obtained; and (c) the Director of DCFS notifies your Board and the CEO in writing, within 10 working days of execution.

4. Delegate authority to the Director of DCFS, or his designee, to execute a contract amendment for an additional six months, beyond the then current expiration date, if such additional time is necessary to complete a solicitation or negotiation of a new contract. Approval from the County Counsel will be obtained prior to executing such amendment, and the Director will notify the Board and the CEO in writing within 10 business days after execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Without this amendment, the current contract with MAOF will expire on March 19, 2015.

DCFS is currently developing a Request for Proposals (RFP) solicitation for a new CCSS and Youth Care Staffing Services contract to be effective January 1, 2016. DCFS has received approval from CDSS to extend the current contract in order to complete the solicitation process for a new contract and is awaiting approval of the Child Day Care license application.

The recommended actions will continue the contract with the current contractor to ensure that there is no lapse in these critical CCSS while meeting CDSS' Child Day Care licensing requirements and allow time to develop a new contract for staffing services at the Children's Welcome Center (CWC) and Youth's Welcome Center (YWC).

Implementation of Strategic Plan Goals

This amendment is consistent with the principles of the Countywide Strategic Plan Goal No. 3, Integrated Services Delivery: Recommendations that support the protection of youth within County systems.

FISCAL IMPACT/FINANCING

The Maximum Contract sum for the nine month extension is \$1,964,125. The contract costs will be funded using 36 percent (\$707,085) Federal funds, 33 percent (\$648,161) State funds, and 31 percent (\$608,879) NCC. Funding is included in the Department's FY 2014-15 Adopted budget and in the FY 2015-16 Proposed Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

DCFS evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does apply. These services cannot be effectively performed by County employees.

This amendment complies with applicable CDSS Contracting Policy regulation, 23-650.18. MAOF

complies with all Federal, State, County, and Board requirements, and no provision for automatic cost of living increase is included in this amendment. The contract includes language stipulating the County has no obligation to pay for expenditures beyond the contract amount. Further, MAOF will not be asked to perform services that exceed the contract amount, scope of work, or contract effective dates.

The Interim Chief Executive Office and County Counsel have reviewed the Board letter and the attached amendment. The amendment was approved as to form by County Counsel.

CONTRACTING PROCESS

The current contract was procured by negotiation with prior approval from CDSS. DCFS requested approval from CDSS to extend the CWC Contract for nine months from March 20, 2015, through December 31, 2015.

On August 22, 2014, DCFS notified the Board of its intent to submit an application to the CDSS to license the CWC as a day care facility.

CONTRACTOR PERFORMANCE

The contractor has continually met all performance standards as outlined in the current contract and has been determined to be a responsive and responsible contractor by the County's Program Manager. No money is owed to the County by the contractor.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Without the approval of the recommended actions, DCFS will not be able to provide CCSS at the CWC.

CONCLUSION

Upon Board approval, the Acting Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board letter and Amendment to DCFS and send one copy to the contractor.

1. Department of Children and Family Services
Attention: Leticia Torres-Ibarra, Contracts Manager
425 Shatto Place, Room 400
Los Angeles, CA 90012

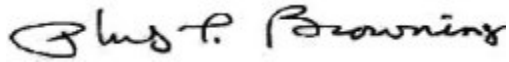
2. Mexican American Opportunity Foundation
Attention: Martin Castro, President and Chief Executive Officer
401 N. Garfield Avenue
Montebello, CA 90640

The Honorable Board of Supervisors

3/3/2015

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Philip L. Browning". The signature is written in a cursive, flowing style.

PHILIP L. BROWNING

Director

PHILIP L.
BROWNING
Director

Enclosures

c: Interim Chief Executive Officer
County Counsel
Acting Executive Officer, Board of Supervisors



AMENDMENT NUMBER TWO

TO

**CHILD CARE STAFFING SERVICES FOR THE CHILDREN'S WELCOME
CENTER
CONTRACT NUMBER 77925**

WITH

MEXICAN AMERICAN OPPORTUNITY FOUNDATION

**AMENDMENT NUMBER TWO TO
CHILD CARE STAFFING SERVICES FOR THE CHILDREN'S WELCOME CENTER
CONTRACT NUMBER 77925**

WITH

MEXICAN AMERICAN OPPORTUNITY FOUNDATION

This Amendment Number Two to Child Care Staffing Services for The Children's Welcome Center Contract Number 77925 (hereinafter referred to as "Contract"), adopted by the Board of Supervisors on March 19, 2013, is made and entered into by and between the County of Los Angeles, (hereinafter referred to as "COUNTY"), and Mexican American Opportunity Foundation, (hereinafter referred to as "CONTRACTOR"), this ____ day of _____, 2015.

WHEREAS, on March 19, 2013, the Board of Supervisors approved the Child Care Staffing Services for the Children's Welcome Center (CWC) Contract with Mexican American Opportunity Foundation for the provision of child care staffing services; and

WHEREAS, on March 12, 2014, the Director exercised the delegated authority to extend the Contract term for up to one additional one-year period through March 19, 2015, and

WHEREAS, the purpose of this Amendment is to extend the Contract term through December 31, 2015; and

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Part II, Standard Terms and Conditions, Section 7.0, Changes and Amendments; and

NOW THEREFORE, COUNTY and CONTRACTOR agree to amend Contract number 77925 as follows:

1. Part I: UNIQUE TERMS AND CONDITIONS, Section 2.0, TERM, Subsection 2.1.1 is added to read as follows:
 - 2.1.1 The term of this Contract is extended from March 20, 2015, until December 31, 2015, unless terminated earlier or extended, in whole or in part, as provided in this Contract.
2. Part I: UNIQUE TERMS AND CONDITIONS, Section 3.0, CONTRACT SUM, Subsection 3.1.2 is added to read as follows:
 - 3.1.2 Effective March 20, 2015, through December 31, 2015, the total amount paid shall not exceed \$1,964,125.
3. Exhibit B-2, Line Item Budget, is amended to add Exhibit B-2c, Line Item Budget for nine staff per shift as attached hereto.

EXCEPT AS PROVIDED IN THIS AMENDMENT NUMBER ONE, ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

**AMENDMENT NUMBER TWO TO
CHILD CARE STAFFING SERVICES FOR THE CHILDREN'S WELCOME CENTER
CONTRACT NUMBER 77925**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Contract to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has subscribed the same through its authorized officer, as of the day, month and year first above written. The persons signing on behalf of the CONTRACTOR warrant under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

CONTRACTOR

By _____
Philip L. Browning, Director
Department of Children and
Family Services

Mexican American Opportunity
Foundation

By _____

Name _____

Title _____

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
MARK J. SALADINO, County Counsel

By _____

Name _____

Title _____

95-2594166

Tax Identification Number

By _____
David Beaudet,
Senior Deputy County Counsel



AMENDMENT NUMBER THREE

TO

**CHILD CARE STAFFING SERVICES FOR THE CHILDREN'S WELCOME
CENTER
CONTRACT NUMBER 77925**

WITH

MEXICAN AMERICAN OPPORTUNITY FOUNDATION

**AMENDMENT NUMBER THREE TO
CHILD CARE STAFFING SERVICES FOR THE CHILDREN'S WELCOME CENTER
CONTRACT NUMBER 77925**

WITH

MEXICAN AMERICAN OPPORTUNITY FOUNDATION

This Amendment Number Three to Child Care Staffing Services for The Children's Welcome Center Contract Number 77925 (hereinafter referred to as "Contract"), adopted by the Board of Supervisors on March 19, 2013, is made and entered into by and between the County of Los Angeles, (hereinafter referred to as "COUNTY"), and Mexican American Opportunity Foundation, (hereinafter referred to as "CONTRACTOR"), this ____ day of _____, 2015.

WHEREAS, on March 19, 2013, the Board of Supervisors approved the Child Care Staffing Services for the Children's Welcome Center (CWC) Contract with Mexican American Opportunity Foundation for the provision of child care staffing services; and

WHEREAS, on March 12, 2014, the Director exercised the delegated authority to extend the Contract term for up to one additional one-year period through March 19, 2015, and

WHEREAS, the purpose of this Amendment is to meet the Community Care Licensing Division (CCLD) Licensure Standards to add (1) Center Director and (3) Site Supervisors at the CWC; and

WHEREAS, this Amendment is prepared pursuant to the provisions set forth in Part II, Standard Terms and Conditions, Section 7.0, Changes and Amendments; and

NOW THEREFORE, COUNTY and CONTRACTOR agree to amend Contract number 77925 as follows:

1. Exhibit A, Statement of Work, Section B, Subsection 3.6.1 is deleted and replaced as follows:

3.6.1 CONTRACTOR's Program Director: CONTRACTOR shall have a Program Director who shall provide coordination and administration of the program provided under this Contract and have the following minimum qualifications:

- Must be present and responsible for site operations
- 15 units (at least) of early childhood education and four years of experience in a child care center.

- Education must include 3 units of administration or staff relations, and 12 units in child development, child-family and community, and curriculum.
- A Child Development Site Supervisor Permit or Program Director Permit issued by the California Commission on Teacher Credentialing also qualifies.

3.6.1.1 CONTRACTOR's Site Supervisor: CONTRACTOR shall have a Site Supervisor per shift that have the following educational qualifications:

- A High School diploma or the equivalent;
- A California Teachers Permit;
- 12 units in general education;
- 24 class units in child development curriculum from an accredited college or a Master Teacher Permit from the State of California Commission on Teacher Credentialing; and
- A minimum of three (3) years experience in working with children.

Desirable qualifications:

- Minimum 6 months experience as a Supervisor or Lead Child Care Worker in a child care program.
2. Exhibit A, Statement of Work, Exhibit A-2, Child Care Workers – Staffing Schedule, is amended to add Exhibit A-2b.1 Child Care Workers – Staffing Schedules as attached hereto.
 3. Exhibit B-1, Pricing Sheet, is amended to add Exhibit B-1c, Pricing Sheet for up to twelve staff per shift, as attached hereto.
 4. Exhibit B-2, Line Item Budget, is amended to add Exhibit B-2c, Line Item Budget for nine staff per shift as attached hereto.

EXCEPT AS PROVIDED IN THIS AMENDMENT NUMBER ONE, ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT SHALL REMAIN IN FULL FORCE AND EFFECT.

**AMENDMENT NUMBER THREE TO
CHILD CARE STAFFING SERVICES FOR THE CHILDREN'S WELCOME CENTER
CONTRACT NUMBER 77925**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Contract to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has subscribed the same through its authorized officer, as of the day, month and year first above written. The persons signing on behalf of the CONTRACTOR warrant under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

CONTRACTOR

By _____
Philip L. Browning, Director
Department of Children and
Family Services

Mexican American Opportunity
Foundation

By _____

Name _____

Title _____

By _____

Name _____

Title _____

APPROVED AS TO FORM:
BY THE OFFICE OF COUNTY COUNSEL
MARK J. SALADINO, County Counsel

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By _____
David Beaudet,
Senior Deputy County Counsel